

SUSTAINABLE PURCHASING INITIATIVE REPORT

City of Las Vegas
Department of Finance
Purchasing and Contracts Division
FY 2010-2011

The Purchasing and Contracts Division of the Finance and Business Services Department has developed a policy for environmentally aware purchasing including preference for products that are:

- Made of recycled materials, maximizing post-consumer content
- Durable, repairable, compostable, and reusable products as opposed to single use, customized or disposable items
- Non-toxic or minimally toxic, preferable biodegradable
- Minimize use of virgin materials, except for rapidly renewable materials
- Highly energy efficient in production and use
- Manufactured in an environmentally sound, sustainable manner by companies with good environmental track record
- Cause minimal or no environmental damage during normal use or maintenance
- Shipped with minimal packaging (consistent with care of the product), preferably made of recycled and/or recyclable materials
- Recycled paper and paper products
- Green Seal cleaning products
- Energy saving products – certified EnergyStar, etc.

Current Initiatives

Janitorial Services Contract

In 2011, Purchasing and Contracts released a bid for Janitorial Services including language that requires that the suppliers use sustainable products wherever available. Language of this nature is now being incorporated into our standard bid and RFP documents where appropriate.

Janitorial Chemical Dilution System

As part of the ongoing effort for cost reduction and sustainability, a successful pilot program was conducted and the program is currently being implemented in City facilities to replace ready-to-use chemicals by using a dilution system.

The program uses concentrated chemicals diluted onsite, enabling the staff to refill the plastic spray bottles rather than to buy pre-mixed chemicals. This is not only cost-effective, but has significant environmental benefits through reduced packaging, transportation and reuse of the plastic bottles.

Janitorial Paper Products

In 2008, Purchasing and Contracts eliminated the use of virgin paper products for all of our janitorial uses. We now use Green Seal certified, 100% recycled toilet paper, multifold towels and kitchen roll towels in all of our facilities.

Streetlight Replacement, Packaging and Recycling

The City has begun an initiative to replace streetlights with energy-efficient LED lighting. The first phase of this project is underway, with over 6,000 of the existing streetlights being replaced. These streetlights use 40% less energy than the existing technology.

In the agreement with the supplier, Purchasing and Contracts negotiated direct recycling of reclaimed materials, reduced packaging, and direct delivery. Specifically, this eliminates the need for the City to provide warehousing and transport of the new lights to the sites. The company will also be responsible for transporting the old lights removed to recycling centers. The City will receive credit for recycling these materials, therefore recovering a portion of the replacement cost.

City Hall Furniture

The new City Hall will be complete in early 2012 and Purchasing and Contracts recently conducted an RFP to procure furniture for the new building. Requirements in the RFP were included to ensure that furniture purchased would assist us in attaining LEED status, and a plan was negotiated that included reuse and refurbishment of existing furniture, including reupholstering of chairs and cubicle panels.

Alternative Fuel Agreements

Purchasing and Contracts has negotiated contracts for two different types of alternative fuels; biodiesel and compressed natural gas (CNG). These fuels are used in various types of City vehicles. One current pilot program includes B5 biodiesel being used in City fire vehicles, with the goal of eventually using biodiesel in all City diesel vehicles.

Recycling of Automotive Oil and Antifreeze

Recently, Purchasing and Contracts negotiated an agreement with a recycler of automotive oil that provides for the company to pick up and recycle all used oil and to pay the City for each gallon recovered. The City has been recycling oil for several years, but all previous agreements required the City to pay to have the oil removed and recycled.

The City also recycles their used antifreeze, and purchases recycled antifreeze from the same company, therefore reducing cost to the City and taking a lifecycle approach to this product.

Paint

The City has taken a lifecycle approach to the use of paint with the support of Field Operations and Neighborhood Services.

First, low-VOC paint is purchased for use in our City buildings.

Second, when there is old paint to be disposed of, it is turned in to a paint recycling company at no charge – eliminating pickup and disposal fees and keeping it out of the landfills. With this new program, there is no cost associated with these services.

Third, paint to cover graffiti is now purchased from a paint recycling company. The graffiti paint that we are now purchasing from the paint recycling company is thicker due to the additional pigment added to the original color and, because of this, does a better job of covering graffiti – it also costs \$37.50 per 5-gallon pail, a savings of \$5.45 per pail. The product works better, costs less and paint that would otherwise end up in a landfill is being utilized. Since we implemented this program other local entities have followed suit.

Floor Mats

Floor mats are a standard feature of all of City buildings. They collect dirt and dust from shoes and help keep the facilities cleaner. Until 2010, the floor mats at City buildings were rentals, provided by a local company at a cost of \$60,000-\$65,000 per year.

In 2010 Purchasing implemented a new mat program. The new mats are sustainable, made with post-consumer material and are purchased rather than rented from the supplier. The carpeted portion of the mat is made 100% from PET bottles and the rubber backing contains 15 - 20% recycled rubber from old tires. They have earned the approval of the Green Building Council. This program also gains the City points toward LEED status.

These materials produce a mat that is not only friendly to the environment, but also is of much higher quality and will last substantially longer than the rented mats, between five and ten years. The mats are thicker and are guaranteed not to curl up. These new mats are saving the City between \$250,000 and \$500,000 over the useful life of the mats, and the initial outlay - \$60,000 – is equal to what CLV would have spent on rentals in just one year.

Office Supplies – Paper

In Fiscal Year 2008 Purchasing conducted a pilot program city-wide for changing from 100% virgin copy paper to paper with post-consumer content. Paper with 30% post-consumer content was chosen and the program was implemented beginning in March 2008. In September of that year, all of the multi-functional copiers in the City were set-up to default to double-sided copying, which has cut down considerably on our paper usage. To illustrate the impact of this program, the total spent on paper from March 2007 through March 2008 was \$135,531. In the period from May 2010 through April 2011, the paper cost was reduced to \$81,139, a total savings of \$54,392. Using less paper also impacts our sustainability initiative, since fewer natural resources must be used to produce, package and deliver the paper.

Office Supplies – Delivery

Though our office supply supplier provides next-day desktop delivery services, it costs the city, the supplier, and the environment an excessive amount to deliver low dollar orders to many locations in the city on a daily basis. Since a minimum order amount of \$50 was put in place in July 2008 and the copiers were set in September 2008 to default to double-sided copying, the number of orders has decreased from 2,944 from May 2007 - April 2008 to 1,715 from May 2010 - April 2011, a 42% decrease, and the number of orders under \$50 has decreased from 14.4% of purchases to 3.7% in this same period, reducing the need for packaging and fuel, both of which contribute to our carbon footprint.

Lifecycle Approach to Equipment Purchases

Through a proactive procurement strategy, Purchasing and Contracts is working with City departments to develop a lifecycle approach to equipment purchases. This process involves examining the City's immediate needs and long-term objectives with the goal of identifying multifunctional equipment that can meet current and future needs.

For example, when a department required a generator of a certain power output for an extended, but not permanent, period of time, the possibility of using two smaller tandem generators in the short term was proposed for evaluation. This would allow the generators to be repurposed for other requirements in the future.